



## **IMPLEMENTING YOUR REGISTERED APPRENTICESHIP PROGRAM** Partnering with Rural Health Association of Tennessee as your Apprenticeship Intermediary

**Rural Health Association of Tennessee (RHA) began as an Apprenticeship Intermediary in 2020 to help healthcare providers recruit, up-skill, and retain entry level healthcare workers.**

RHA assists in developing and implementing Registered Apprenticeship Programs (RAP) by serving as a liaison between employers and the Department of Labor (DOL). We work with employers to develop training and instruction strategies, track apprentice progress, and manage administrative functions. For apprentices we provide case management services to ensure they have the resources and support they need to succeed.

Apprentices gain paid, on-the-job work experience while completing related classroom instruction and training requirements. Employers provide apprentices with a mentor to help with on-the-job training and review classroom lessons that complement work duties.



## **WHAT IS AN APPRENTICESHIP INTERMEDIARY?**

**As an intermediary, RHA supports multiple employers to develop, certify, and implement their Registered Apprenticeship Program**

RHA will assist creating required DOL documents, tracks apprentice hours, support connections with education partners, and in some cases provide training directly. For apprentices, we provide supportive services such as funding background checks, exams, transportation, and scrubs. When needed, we help employers develop an alternative apprenticeship program.

### **Employer Partners:**

- Dickson Community Clinic
- Knox Area Project Access
- Lifespring Community Health
- Centro Hispano de East Tennessee
- Community Clinic of Shelbyville and Bedford County
- ConnectUs Health
- Methodist Le Bonheur Community Outreach
- Partners for Healing
- Smiles, Inc.
- St. Mary's Health Clinic



*"NHC is proud to partner with the Rural Health Association of Tennessee to attract and grow the healthcare workforce in Tennessee. Our patients and partners (employees) have greatly benefited from this partnership through additional support and services provided by the leadership at the RHA. We have worked hand in hand with them to introduce more Tennesseans to the healthcare profession and improve access to healthcare in Tennessee. NHC looks forward to continuing this strategic partnership with the Rural Health Association of Tennessee and improving the lives of all Tennesseans."*

**- Chris West, Vice President, Human Resources, NHC**

## WHAT DO APPRENTICESHIP INTERMEDIARY SERVICES COST?

Thanks to the generous support of Tennessee Department of Health, Delta Regional Authority, Amerigroup, Vanderbilt School of Nursing, and others, RHA has been able to offer services at no cost to employers.

RHA has a fee-for-service model developed if an employer has a need that falls outside our funding requirements or if funding becomes unavailable. Contact us to develop a scope of work that meets your workforce needs.

## WHAT PRODUCTS AND SERVICES DOES RHA PROVIDE AS AN INTERMEDIARY?

The below services may be tailored to meet employer needs:

- ▶ **Program Development** – RHA assists employers in developing programs, including wage progression, application and selection processes, and staff and mentor training.
- ▶ **Training Plan Development** – In partnership with the employer, we develop a training plan including competencies to be observed by the end of the apprenticeship and instructional course work.
- ▶ **Recruiting Support** – For apprentice recruitment support, RHA maintains strong relationships with schools, technical colleges (T-CATS), community colleges, and community-based organizations. We regularly host job fairs and other events to recruit young adults into healthcare, and our job board is continuously updated.
- ▶ **Apprentice Support** – Once the apprentice is onboarded, RHA's Workforce Coordinators support apprentices through a minimum of 90 days on the job.
- ▶ **Registered Apprenticeship Administration** – RHA's Workforce Team manages all required paperwork, tracks apprentice training hours, and ensures the apprentice receives a DOL certificate upon program completion.
- ▶ **Training Delivery** – RHA provides training relevant to Community Health Workers, Behavioral Health Technicians, Peer Recovery Specialists, Doulas, and other healthcare professionals that do not require education-based certification.



**For more information, please contact:**

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*RHA is leading the way for a healthy tomorrow throughout Rural Tennessee through Partnerships, Advocacy, Education, & Resources.*

[www.tnruralhealth.org](http://www.tnruralhealth.org)

